



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
BOX 99100
YUMA, ARIZONA 85369-9100

StaO 1650.6A
3BD

28 SEP 1998

STATION ORDER 1650.6A

From: Commanding Officer
To: Distribution List

Subj: SENIOR AND JUNIOR "SAILOR OF THE QUARTER" PROGRAM

Encl: (1) Nomination Form
(2) Sailor of the Quarter Awards

1. Purpose. To promulgate instructions for administration of the Senior and Junior "Sailor of the Quarter" Program aboard Marine Corps Air Station (MCAS) Yuma.

2. Cancellation. Stao 1650.6

3. Background

a. This program is established to extend recognition for performance of duty which is considered noteworthy or commendable beyond usual requirements and/or for demonstration of heroism not meeting requirements for a higher award. A sharp military appearance, industry, good judgement and initiative are traits desired of all Naval personnel and shall be the main criteria for selection.

b. Selection for the title Senior and Junior "Sailor of the Quarter" signifies possession of all desired leadership traits, moral courage, and professionalism, and will place the selectee as a top performer in relation to peers.

4. Eligibility. The following minimum requirements must be met:

a. Be assigned (including temporary additional duty personnel) for a minimum of 90 days when nominated/recommended for Senior and Junior "Sailor of the Quarter".

b. Senior Petty Officer (E-6 and E-5) must have no record of nonjudicial punishment, courts-martial or any other disciplinary action for the preceding eighteen months.

c. Junior Petty Officers and non-rated personnel (E-4 and below) must have no record of nonjudicial punishment, courts-martial or any other disciplinary action for the preceding twelve months.

StaO 1650.6A

28 SEP 1988

d. Must not have been selected for this award in the past twelve months.

5. Action

a. Commanding Officers, Officers-in-Charge, and Department Heads of departments with assigned Navy personnel of pay grade E-6 and below shall submit nominations for Senior and Junior "Sailor of the Quarter".

b. Nominations will be submitted utilizing enclosure (1) of this Order and will be forwarded to the Senior Chief Petty Officer of the Command (SCPOC) at least five working days prior to the quarter ending 31 March, 30 June, 30 September, and 31 December. Nominations received after these dates, regardless of the date of nomination, will not be considered and will be returned to the nominating department. Negative reports are not required.

c. The SCPOC will coordinate this program by compiling nominations, validating nomination packages, and notifying all appropriate personnel of the time, date, and place of the selection board meeting. The selection board will be composed of at least three Chief Petty Officers stationed aboard MCAS Yuma and one Commissioned Naval Officer. The SCPOC will chair the board and report the results to the Commanding Officer of MCAS Yuma. Candidates for selection must appear in the uniform of the day before the board to be considered. The selection board will give consideration to the educational achievements, awards, collateral duties and command involvement of the nominees, and to the weight of the remarks section in enclosure (1). A simple majority from roll call vote will select the Senior and Junior "Sailor of the Quarter."

d. Senior and Junior "Sailor of the Quarter" awards are listed in enclosure (2).

6. Summary of Revision. This revision contains a substantial number of changes and should be reviewed in its entirety.

28 SEP 1998

7. Concurrence. The Commanding Officers of MAG-13 and MACS-1 concur in and make this Directive applicable to their units located aboard MCAS Yuma.



C. J. TURNER

DISTRIBUTION: B

28 SEP 1998

SAILOR OF THE QUARTER AWARDS

1. Certificate of Commendation from Commanding Officer, MCAS Yuma.
2. Submission of a Hometown News Release.
3. Article in "Cactus Comet" denoting selection.
4. Selectees may appear before the Station Sailor of the Year Board.

ENCLOSURE (2).

StaO 1650.2A
28 SEP 1998

NOMINATION FORM

From: (Unit Name)
To: Chairman, Sailor of the Quarter Board
Via: (Senior Enlisted/Leading Chief Petty Officer)

Subj: NOMINATION FOR SAILOR OF THE QUARTER; CASE OF (INDIVIDUALS
IDENTIFYING DATA)

Ref: (a) (Current Station Order)

1. Per the reference, _____ is nominated for the
_____ Quarter of _____ .

2. (NCOIC's remarks).

3. (OIC's remarks).

Note: Remarks should indicate billet assignment, job description,
value of service, leadership abilities, and community service.

OIC's Signature

ENCLOSURE (1).